

Kansas 911 Coordinating Council
Minutes from
February 3, 2012 Meeting

Attendance:

The meeting was held at the Eisenhower State Office Building, Auditorium A, in Topeka, Kansas.

Members Present: Chair Walt Way, Michele Abbott, Sen. Pat Apple, Jay Coverdale, Keith Faddis, Sen. Marci Francisco, Jessica Frye, Rep. Kyle Hoffman, Chris Kelly, Mike Napolitano, Kim Pennington, Jimmy Reed, Rob Roberts, Rebecca Rosenthal, Phillip Ryan, Jimmy Todd, Richard Vogt, Ivan Weichert, and Kim Winn.

Members Absent: Bob Boaldin, Pat Collins, Dennis George, Coleen Jennison, Rep. Annie Kuether, Larry Meyers, and Gary Smith.

Other in Attendance: Melissa Wangemann, LCPA; Byron Smith, L.R. Kimball.

Proceedings

Chair Walt Way called the meeting to order at 11:08 a.m. The Chair asked all Council members to introduce themselves.

Chris Kelly noted the need for a correction to the December 23 minutes; he was on the conference call, which was not shown in the minutes. Jimmy Reed moved and Jessica Frye seconded a motion to approve the minutes for December 9 and December 23 with the amendment. The motion passed.

Erica Haas reported on Administrative Regulations 132-2-1 and 132-4-1. She noted that the Chairman of the 911 Coordinating Council conducted the public hearing on January 17, 2012 and that a staff member of the Department of Administration and a staff member from the Governor's Grants Office were the only people in attendance and there were no public comments submitted. The Joint Committee on Administrative Rules and Regulations (JCARR) submitted comments and a formal response will be made to JCARR concerning their comments. Mike Napolitano moved to adopt the regulations and Richard Vogt seconded the motion. Chair Walt Way called for a roll call vote and all those present voted in favor of adopting the regulations, with a final vote of 11-0.

Melissa Wangemann provided the LCPA report. She reviewed the process to receive and remit the 911 fees and explained that Intrust Bank was selected to hold the 911 fees, and all accounts were set up and properly collateralized. Chair Way advised that the Administration Committee did concur with the selection of Intrust Bank to provide banking services for the 911 State Fund

and the 911 State Grant Fund as authorized by the Council at its December 9, 2011 meeting. Melissa Wangemann also noted that the LCPA had the account set up with the Kansas Department of Revenue for the prepaid wireless 911 fees. She said that she had not received the grant funds from the Kansas Department of Administration and was still working on transferring those funds into the 911 State Grant Fund account. Lastly she explained that KAC had contacted the Kansas Corporation Commission to obtain the contact information for telecommunication providers but some of the contact information from the KCC generated bounced emails and letters so it did not appear to be completely accurate.

Chair Way provided the Administrative Committee Report. He explained that an ad hoc study committee authorized by the Council in December, 2011 to develop additional guidance on the use of 911 funds by PSAPs, had reviewed the Frequently Asked Questions and he asked Melissa Wangemann to provide a review of the meeting. Melissa Wangemann noted that the meeting's discussion focused on radio towers and work related to towers, such as civil work, fencing and equipment shelters used with radio towers. She said the committee decided to defer back to PSAPs and their counsel whether radio towers should be paid with 911 fees, but the study committee did determine that leasing tower space would be appropriate. Melissa Wangemann and Jimmy Reed also noted the FAQ question relating to prohibition of using 911 funds for subscriber radio equipment did not apply to radio system infrastructure equipment. Melissa Wangemann noted that question FAQ 10 related to segregation of the 911 fees and how those different segregated accounts could be used for 911 purchases. Upon a motion by Jimmy Reed and seconded by Mike Napolitano, a motion to approve the FAQs was passed.

Chair Walt discussed the need for clean-up legislation to fix the definition of subscriber account and to address the distribution of the prepaid wireless 911 fees if the collected amount was greater than \$2million in a calendar year. He noted the amended language would restrict the imposition of the 911 fee to the outbound talk paths serving a multi-line telephone switch instead of upon all 10 digit telephone numbers behind such a phone switch, and said a majority of other states use the same method to impose the 911 Fee. Senator Pat Apple also commented on the legislation, indicating his concerns about increasing the costs on businesses with multi-line phone systems and stated that a clean-up bill may be introduced to address the above needs and to introduce a staggered term for voting members on the Council as requested by the Governor's Appointments Office.

Michele Abbott gave the Operations Committee Report. She said the PSAP financial reporting form is not in the format initially demonstrated to APCO members last October, but the proposed form is cleaner and easier to use. Michele Abbott reported upon a meeting of the Operations Committee concerning their role in reviewing the PSAP financial reports and requested guidance from the Council as to its expectations of the Operations Committee to

help develop the required report to the Legislature. She asked whether the Operations Committee should review PSAP financial reports for appropriate usage of 911 funds before or after the legislative report is prepared by the Council, and noted her committee's concerns about the amount of time required to review all PSAP forms submitted to the LCPA. She said the Operations Committee could review 50% of PSAP data and perhaps up to 100% of the responses to the "other use of 911 funds" categories. Chair Way and Michele Abbott reminded the Council that the PSAP financial data is due for submission by March 1, 2012. Michele Abbott also clarified that PSAPs must submit this form, even though they provided two reports in 2011. She further noted that the direction given to the Operations Committee as given in the Work Plan is to investigate allegations. Chair Way said he assumed that legislative committees receiving the Council's annual report will want some interpretation of the 911 expenditure information as part of the report. Mike Napolitano asked how the committee would decide random selection of PSAP submittals, and whether the size of PSAP would be considered. . Chair Way asked the legislators on the Council about what information they would like to see in the Council's report to the legislature. Senator Apple suggested that the report address the overall expenditure of 911 funds by PSAPs and also address the history of what the Council has accomplished since its inception. Michele Abbot said the Operations Committee could have their review and report completed by the May 11 Council meeting. She also noted that Kansas APCO would have a round table discussion on the 911 Act implementation and usage of 911 funds on April 3, 2012 in Hutchinson. Michele Abbott did not have any new information on the Communication Plan under development by the Operations Committee.

Richard Vogt provided the Technical Committee Report. He noted that the GIS Data Analysis Report was completed and produced helpful information. He added that there were some issues with ESN boundaries that need to be addressed. He said that ProWest gave recommendations for the necessary corrections to be made to raise the counties to NENA standards. Jessica Frye noted that five counties were evaluated. She said to date there have not been any GIS standards adopted in Kansas for 911 which contributed to some of the data quality problems found in the GIS data analysis study. Richard Vogt said the next step will be funding the enhancements to 911 GIS databases in Kansas PSAPs. Also, the Technical Committee will need to give all PSAPs a data standards template to collect and record their data. The Technical Committee asked if the 911 grant fund could be awarded for aerial photography and Richard Vogt asked about establishing priorities for the grant awards, noting that there were a lot of technical issues coming up, like GIS.

Richard Vogt also gave a pilot project update. The vendors and Ng911 consultants involved in the pilot project advised that there will be a delay in the release of the RFP for the 911 PSAP premise equipment and software needed to implement the original pilot project scope for work. Richard noted the criteria used to select the venues: the committee wanted to sample

three different systems and use different geographic areas. Two of the PSAP's premise equipment systems won't be fully compliant with NENA standards. Two options are available; in Clark install a gateway device to allow 911 calls to come in via the ESInet and then convert the IP based 911 call to a legacy 911 call to pass them into system. This may also be a problem to address at additional PSAPs in the state. In Johnson Co, the option is to use a different vendor and install the premise equipment in a controlled environment to demonstrate the I3 compliant system. The thought is that the usage of different options and venues will result in a better test program. The timeline for the pilot project had to be revised by moving work from the end of April to end of May to complete the report. The pilots will help drive the discussion by the Council on its policy for usage of the 911 state grant monies.

Kim Pennington moved and Representative Kyle Hoffman seconded the motion to approve the revised pilot plan. The motion passed.

Chair Walt Way noted that the Council had deferred the conversation on the criteria and process to award 911 State Grant funds at its December meeting because it did not have enough information on GIS enhancement needs and operation of the ESInet and PSAP premise equipment to be used in the pilot project. He said that the Council had previously established initial philosophy and policy guidance for the usage of 911 State Grant Funds and those included usage of KANWIN and KCJIS infrastructure as much as feasible; the 911 system statewide must be reliable; that PSAPS must be willing and able to provide backup for other PSAPs; that the 911 service should be at an equitable system throughout the state; the focus for usage of 911 grant funds should be on emergency services; the sharing IT staff between jurisdictions should be explored; and to balance local control of 911 services with the cost-efficiencies of shared and regionalized systems and services. Considering that preliminary discussion on usage of 911 grant funds, Chair Way asked the Council how it wants to proceed with the policy and process for awarding grants.

Jimmy Reed said a good solid GIS map should be starting point for the grant awards.

Michele Abbott said, after establishing the GIS standards, correcting GIS to follow the standards would be important. And following that, equipment needs will need to match those standards.

Richard Vogt noted that the Council will need help from the local level too. So State might tell local what they need and then county would submit the grant application. Chair Way also suggested that the state hire one vendor to do the GIS enhancement work for all the PSAPs with the work administered through the Council. That process would help implement uniform standards.

Jimmy Reed said that one vendor doing the work would promote uniformity. Use of one vendor would stop variety among counties. Michele Abbott agreed that using one vendor has its

benefits. She said if you don't use one vendor there is a risk that each PSAP will do its own thing on its own time line. Jessica Frye noted that jurisdictions could use their own vendor, if they want, but would have to follow same standards.

Kim Winn asked for clarification on where the grant funds go – she thought the statute might say “eligible municipality” and that might impact collaboration with one vendor managed by the 911 Council. Chair Way said this question would be researched further.

Ivan Weichert thought a collaborative effort would be best. If the Council found one vendor to serve all the PSAPS that use GIS databases for 911 services, there would be increased savings by using economies of scale.

Chair Way summarized the discussion, saying that a regional approach might be best instead of a county-by-county approach.

Jessica Frye also said that NENA proposed GIS standards are not likely to change, but there are other items not covered by NENA so Kansas may need to develop standards on other 911 database issues.

Ivan Weichert also noted that general GIS standards had been created in the past during a meeting in Lindsborg; they just weren't always followed. He said it would take discipline to follow the standards; might need to find a way to “put teeth” into the standards.

Chair Way suggested that the Council broaden the GIS stakeholder group, such as including county commissioners and county appraisers.

Chair Way said the issue of funding aerial photography with 911 grant funds has been raised and Mike Napolitano said that a big challenge for aerial photography under the prior wireless 911 grant program was that KWEAB was presented with grant requests using different vendors and resolution levels with prices that varied considerably. He suggested that usage of one vendor and one fly over for the whole state would have been more effective, and if the Council could consider one vendor for aerial photography now, that would save money.

Richard Vogt agreed that one vendor and one refresh of the aerial photography would be useful but suggested that enhancing GIS databases might be first priority.

Michele Abbott said aerial photography standards are not in the NENA standards and raised the question as to where it falls on the priority list. Jessica Frye raised the issue of what level of resolution should be used with aerial photography, and Jimmy Reed said that high resolution aerial photography can be important to locate a person in an emergency, especially in a rural location.

The Technical, Pilot Project and GIS sub-committees will develop more information and recommendations on the GIS and aerial photography questions for discussion with all Council Committees prior to the March 23, 2012 Coordinating Council meeting.

Chair Walt Way noted that the next meeting will be March 23, 2012.

The meeting was adjourned.

Minutes by Melissa Wangemann, LCPA

Approved by the Council on _____